

# HAZARD TREE REMOVAL REQUEST FORM

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## ABOUT HAZARD TREE REMOVAL

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A hazardous tree is a significant tree that has a structural defect, or a disease that creates a structural defect, which will:

- Damage a property
- Damage a road or utility facility
- Prevent emergency access

## DETERMINING IF YOUR TREE QUALIFIES AS A HAZARD

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You will need to have a TRAQ certified Professional Arborist licensed by the International Society of Arboriculture evaluate your tree(s) for the following:

- Tree health and condition.
- Proximity to a “target” that could be impacted by tree failure.
- Ability to abate the risk by managing the tree’s condition through pruning, cabling, or other preventative measures.

If the Arborist determines the tree is a hazard and should be removed, you will complete and submit this form. Be sure the Arborist provides you with documentation of their certification and an ISA Basic Tree Risk Assessment Form, which is a required submittal item.

If the Arborist finds that the tree is not a hazard, but you’d still like to remove it, you will need to complete a [Healthy Tree Removal Permit Application](#).

## APPLICATION REVIEW PROCESS

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Once you submit the Hazard Tree Removal Request Form and accompanying documentation, it will be reviewed by staff. If everything looks okay, then the City will provide a receipt of confirmation and you can proceed with the tree removal. Please see [MyBuildingPermit.com](http://MyBuildingPermit.com) for current processing times.

## FEES

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There are no fees for hazard tree removal.

### Code Reference

Development Standards - Trees  
[Chapter 21A.37 SMC](#)

### Resources

[Tree Management Webpage](#)  
[Find a Certified Arborist](#)  
[King County iMap](#)  
[Sammamish Property Tool](#)

### Questions?

[Email the Tree Removal team](#)

City of Sammamish  
801 228th Ave SE  
Sammamish, WA 98075  
[www.sammamish.us](http://www.sammamish.us)

# HAZARD TREE REMOVAL REQUEST FORM

## OWNER INFORMATION

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
(if applicable)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

## ARBORIST INFORMATION

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
(if applicable)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

International Society of Arboriculture Certification Number: \_\_\_\_\_

## PROPERTY INFORMATION

Property Address: \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_

## SUBMITTAL CHECKLIST

A PDF of each document is required at time of submittal. Please label files as numbered and listed below:  
*(For example: 02 Site Plan)*

- 01. Signed City Application Form (including the Hazard Tree Affidavit on page 3)
- 02. Site Plan *(see sample)*  
 – Provide a sketch showing the location of tree to be modified/removed and replacement trees
- 03. ISA Basic Tree Risk Assessment Form  
 – Provided by a TRAQ certified Licensed Arborist

## ONLINE SUBMITTAL INSTRUCTIONS

- 1** Create an account on [MyBuildingPermit.com](http://MyBuildingPermit.com).
- 2** Select “Apply For Permit” and then select “Sammamish” as the jurisdiction.
- 3** Select the following:
 

<i><b>Application Type</b></i>	<i><b>Project Type</b></i>	<i><b>Activity Type</b></i>	<i><b>Scope of Work</b></i>
Clearing & Grading	Any Project Type	Trees or Vegetation Only	Tree Removal
- 4** Complete & save this form before uploading it in the “File Upload” section along with the required submittal documents.

# HAZARD TREE REMOVAL REQUEST FORM



## HAZARD TREE AFFIDAVIT

***NO notary is required for this affidavit.***

The undersigned, being first duly sworn on oath deposes and says:

- A. I am over the age of eighteen (18) years and competent to be a witness herein.
  
- B. I am the property owner of \_\_\_\_\_  
in Sammamish, Washington.
  
- C. To the best of my knowledge:
  - The tree(s) have been evaluated by an International Society of Arboriculture Certified Arborist qualified as a Tree Risk Assessor (TRAQ) and have been determined to be hazardous.
  - A copy of the ISA Basic Tree Risk Assessment Form is included with this submittal.
  - The risk or hazard cannot be abated by managing the tree(s) condition through pruning, cabling, or other preventative measures and the potential target(s) cannot be moved.
  - The tree(s) cannot be converted to a wildlife habitat snag and removal is necessary.
  - A recommendation for replanting has been provided by the Arborist meeting the requirements of [SMC 21A.37.280](#).
  
- D. I will be removing \_\_\_\_\_ tree(s) and planting \_\_\_\_\_ tree(s).
  
- E. I understand that I must not remove any tree deemed a hazard until the statements above have been verified and a permit exemption under [SMC 21A.37.230](#) has been issued.
  
- F. I understand that tree removal in violation of the City's tree preservation standards is considered a criminal misdemeanor.

I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Print Name(s): \_\_\_\_\_

Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

(City and State)